



ADMINISTRATIVE MANUAL

Policy & Procedure

Title:	Diversity in the Workplace	Number:	AD 10-20
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Author:	Leadership Team	Next Review Date:	June 25, 2022
Distribution:	All Care Partners	Approval:	Leadership Team

STANDARD

DHW Long Term Care Facility Program Requirements, FINAL February 2019

8.1 The Home's commitment to continuous quality improvement is evidenced by the provision of integrated, comprehensive quality resident care and services that demonstrate leading practices.

WEV Guiding Principles

Respect, kindness and compassion for all.

- We treat each other with kindness.
- We respect and acknowledge each other's contributions.
- We listen to one another to understand.
- We treat others as they wish to be treated.

Eden Domain of Well-Being

The Windsor Elms is best served by understanding and embracing individual uniqueness and IDENTITY that reflects the diversity of the community which it serves.

RATIONALE

Windsor Elms Village is committed to the principles of equity in employment, remuneration, promotion, and training of its staff care partners. Windsor Elms Village believes all people deserve to be treated with dignity, honesty and respect, recognizing that every individual brings unique capabilities, personal beliefs, individual aspirations and their own life experience.

POLICY

We are committed to having a diverse workforce and a culture of inclusiveness. This is achieved by providing an environment of fairness and equitable treatment of everyone.

PRINCIPLES

The principles of this policy are to:

- maintain a welcoming and favorable work environment for all individuals
- remove workplace barriers that negatively affect individuals or groups
- create and support an equitable and diverse workforce
- provide community leadership as a progressive and equitable employer
- commit to the goals of the diversity strategy for the Windsor Elms Village and all its care partners

PROCEDURE

The Windsor Elms Village will

- hire and promote on the basis of merit and potential
- represent the community in which we serve through diverse hiring practices
- embrace diversity/inclusiveness in all we do
- ensure that human resource management practices are applied in a fair and equitable manner to all employees and to all applicants seeking employment with the Windsor Elms Village
- create an environment of understanding and mutual respect for the dignity of each individual.

DEFINITIONS

See Eden Dictionary for other relevant diversity/inclusiveness terms

Employment Equity is about proactively eliminating barriers faced by certain groups in society. When we treat individuals and communities equitably, we recognize, value, and respect difference and the effects on social interaction and experience that may result.

REFERENCES

Nova Scotia Human Rights Act

DHW Long Term Care Facility Program Requirements, FINAL February/19

Violence in the Workplace Prevention Policy AD 60-05